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MEMORANDUM OF RECORD

SUBJECT: Staff Meeting Minutes for March 21, 2000

MEETING WITH LOCKHEED MARTIN CORP AND DCMC GENERAL COUNCIL AND DCMC TECHNICAL OPERATIONS TEAM. The DCMC met with representatives of Lockheed Martin Corp, at their request at DCMC HQ. Lockheed Martin proposed a procedure for DCMC/Government representatives to participate in Capability Maturity Model Based Internal Process Improvement (CBA IPI) assessments which they sponsor. The procedure appeared to be acceptable to DCMC General Counsel and the DCMC software personnel present. Lockheed Martin Corp will craft a revised confidentiality agreement, which will reflect the new proposed procedure and provide it to DCMC General Counsel for their review.

HONEYWELL JOINT CORPORATE COUNCIL MEETING, MARCH 7, 2000. A HQ representative attended the Honeywell Joint Corporate Council meeting on March 7, 2000 in Phoenix, AZ. About 50 representatives from Honeywell, the Services, DCAA, Lockheed Martin, and DCMC were in attendance. Topics discussed were as follows: (1) Honeywell/ Allied Signal restructuring/merger status; (2) Updates on RITS and Initiatives; (3) SPI Improvement Program; (4) Common Metrics. The next meeting of the council will be held in Lexington, MA on April 26, 2000.

JOINT CONTACT TEAM PROGRAM ORIENTATION VISIT. Defense Contract Management Command (DCMC) provided Lithuanian Military Officers an overview presentation on its risk-based philosophy to Contract Administration. Under the auspices of the Joint Contact Team Program, EUCOM sponsored an orientation visit on February 22, 2000 at Fort Belvoir, VA. Meeting attendees were Lithuanian Military Officers, DLSC, DRMS and DCMC. The presentation included DCMC service sets from pre-contractual advice to contract closeout. Including specific discussion on risk-based approach to surveillance activities for Quality, Production & Manufacturing, Flight Operations, and Pricing.

Defense Contract Management Command (DCMC) supports Chief Engineers Working Group (CEWG). As a part of DCMC's continued support to DoD groups, the DCMC HQ participated in a meeting of the CEWG that was held on March 15, 2000. The topics discussed included Qualifying/Certifying Aviation Parts Suppliers, Contractor Oversight/Designees, Joint services Specification Guides (JSSGs), Joint Technical Architecture (JTA) and Evolutionary Acquisition. Topics for future analysis by Aviation Engineering Board (AEB) were also discussed during this meeting. This meeting was held to finalize the topics, which will be briefed to the Joint Aeronautical Commanders Group (JACG) during the Principals' Meeting, which will be held on April 10-11, 2000 at Norfolk, VA.

APPROVED:

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